



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT



President – Robert Leete • Vice-President – Kevin Graves • Director – Bill Mayer • Director – Bill Pease • Director – Chris Steele

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday February 15, 2017
REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Leete
2. Pledge of Allegiance – Led by Director Mayer
3. Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

Public Comments regarding:

- Answers received on Public Records Request related to the Water Meter Project.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approval of regular and special meeting minutes for February 1, 2017
2. Approval of special board workshop minutes for February 2, 2017
3. Approve Register of District Invoices

Public Comments regarding more information and details of the listed invoices below:

- C-3 Register of District Invoices related to Water – Badger Meter - Invoice No. 80010204 – Beacon Cellular data, Wastewater - HERWIT Engineering – Invoice No. 16-12, Invoice 40 Community Center Program Fee, Invoice No. 3 Community Center Program Fee.

President Leete stated we will provide the information to you.

Legal Counsel Attebery – Stated that there is backup material to support the items and suggests to make a Public Records Request in a written request.

Motion by: Director Pease to approve the Consent Calendar

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 5, NOES: 0

D. AREA AGENCIES REPORTS / PRESENTATION

1. East Contra Costa Fire Protection District Report

Chief Henderson – Provided an East Contra Costa Fire Protection District update regarding the January 2017 report. There was discussion regarding Auto-Aid, the response time, in addition to areas that are covered by ECCFPD.

President Leete – Provided an update of the CHP report from Officer Thomas.

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of January 2017

Project Manager Sadler – Provided the details of the January 2017 Monthly Operations Report. There was discussion regarding manhole flushing to check for deterioration, and the Total Coli form 7 day Median Max.

F. BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding Water Meter Ad Hoc Committee's recommendations regarding the Water Meter Project. (oral report and slide presentation)

General Manager Davies – Provided an update and a slide presentation related to the Water Meter Ad Hoc Committee's recommendations and to reexamine the Water Meter Project bond financing and the process for calculating the meter installation cost to the customers.

There were several Public Comments regarding:

- Bond financing, is voted by the people affected by the bond and added to the property taxes – how will the property tax be affected if someone sells their house.
- Objection to the project maintenance overhead, tiered pricing, and water charges removed from the property taxes.
- Smart water meter and opting out of that type of meter and the revenue bond.
- Disagrees with the need of the Bond, does anyone on the board have a meter, will payment be the same as the rest of the residents. The billing should be actual cost per home. Would also like to have more information on the 8 million Bond for the Wastewater Treatment Plant.
- Prop 218 should have been done for the Water Meter Project.
- Water Meter Project should be reviewed again.
- Questions regarding Property tax bill charges and how much the water is annually.
- Questions regarding the billing for the Water Meter Project and suggests removing the Wastewater/Sewer charges from the County property tax bill.

There was discussion with the Board, General Manager and Legal Counsel regarding the recommendations of the 3 year and 10 year payback. There was discussion regarding borrowing from reserves, the bond, billing for water bills and property tax billing charge, the fixed fee, pricing for project will increase if postponed, wastewater/sewer charges removed from property tax billing.

Public Comments regarding:

- Opting out of the smart meter type.
- When will the customers be charged for meter?
- Is the town getting a profit from the meter installation and what dictates the tier system?
- Suggests providing a survey for the payment plan.
- Did the contractor perform inspections of properties for meter installation? Send emails to ask what payment system the resident wants.
- Question regarding the Property tax billing being adjusted.
- Questions regarding the presentation on bond estimated example
- Landscape not returned to previous condition.

The discussion continued with the Board and General Manager regarding landscaping, transition of payment for water from the property tax bill to a water bill, a tiered system and the actual cost of the meter.

Motion by: Director Mayer to approve recommendations 1) Reduce bond amount from \$3.2m to \$1.5m, payback of bond by new meter recipients who elect to pay overtime, 2) Cost to each new meter customer be based on a tiered system, 3) Two choices for customer payback: 1) Payoff in full upfront or 2) Combination payoff over time - 10-year interest loan (pays bond) AND (not or) 3-year no-interest loan (pays reserves).

Second by: Director Pease

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Mayer, Director Pease, NOES: 1- Director Steele

2. Discussion and possible action regarding authorizing the payment of \$1,252.08 to Bob Murray and Associates for additional expenses related to the Re-Advertising for General Manager Recruitment.

Legal Counsel Attebery – Provided an update regarding the second round of advertisement for the General Manager recruitment.

Public Comment regarding:

- Disagrees with the approval of the payment to Bob Murray and Associates for more than the contract states.

Motion by: Director Pease to approve payment of \$1,252.08 to Bob Murray and Associates.

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 4 – President Leete, Vice-President Graves, Director Pease, Director Steele, NOES: 0 ABSTAIN: 1 – Director Mayer

There was discussion with the Board and Legal Counsel regarding the item not being in writing. Legal Counsel stated that the increase amount paid to Bob Murry and Associates will be provided in writing.

3. Discussion and possible action regarding authorizing the 2017 Program, Activities, and Events Fee Waivers.

Recreation Programs Supervisor Kaiser – Provided the details regarding the 2017 Program, Activities, and Events Fee Waivers. There was discussion with the Board regarding the process for waiving fees for events.

Public Comment regarding:

- Waiving event fees

The discussion continued with the Board related to waiving costs for events and for staff to have a discussion with the groups that there may be future charges for the events.

Motion by: Director Pease to accept the Fees Waivers approved by the General Manager for the following 2017 Program, Activities, and Events, with the adjustment to discuss future costs with the groups for the events.

Second by: Director Mayer

Vote: Motion Carried – AYES: 5, NOES: 0

4. Discussion and possible action regarding authorizing the 2017 Parks and Recreation Event Calendar.

Recreation Programs Supervisor Kaiser – Provided the details of the 2017 Parks and Recreation Event Calendar.

There was discussion regarding the 2017 Parks and Recreation Event Calendar.

Motion by: Director Pease to approve Parks and Recreation Event Calendar for 2017.

Second by: Vice-President Graves

Vote: Motion Carried – AYES: 5, NOES: 0

G. INFORMATIONAL ITEMS ONLY

None

H. DIRECTORS' REPORTS

1. Standing Committee Reports

- a. Parks and Recreation Standing Committee – Director Steele provided an update from the meeting on February 15, 2017.
- b. P6 – Director Mayer attended the meeting on February 8, 2017 and provided an update regarding traffic and mail theft.

2. Other Reportable Items

- a. ECCFPD - Vice-President Graves provided information regarding an elected 5 board At-Large for the Fire District in 2018.
- b. President Leete – Thanked the Water Meter Ad Hoc Committee for the hard work.

I. MANAGER'S REPORT

None

J. GENERAL MANAGER'S REPORT

Water Meter progress – There are 267 installs to date, moving on to Windward Point and close to 50% completion of Phase 1.

K. CORRESPONDENCE RECEIVED

1. Received – Discovery Bay P6 Zone Citizen Advisory Committee meeting minutes for October 12, 2016
2. Received – February 3, 2017 - Request Date January 31, 2017 from Bill Helfrick – Invoices and other supporting documents for payments approved at the February 1, 2017 board meeting
3. Received – East Contra Costa Fire Protection District meeting minutes for January 9, 2017
4. Received – East Contra Costa Fire Protection District meeting minutes for January 23, 2017
5. Received – February 7, 2017 from Bill Klipp – Water Meter Project
6. Received – February 8, 2017 from Frank Morgan – Water Meter Installation Suggestions

L. FUTURE AGENDA ITEMS

None

The regular meeting adjourned at 8:52 p.m. to the Closed Session.

M. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

Legal Counsel Attebery – The Board is now adjourning into closed session regarding item N-1.

N. CLOSED SESSION:

1. Conference with Legal Counsel—Anticipated Litigation pursuant to Government Code Section 54956.9(b) - (One Potential Case)

O. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Legal Counsel Attebery – Reporting from Closed Session on item N-1 and there is no reportable action.

P. ADJOURNMENT

1. The meeting adjourned at 9:05 p.m. to the regular meeting on March 1, 2017 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 02-22-17

<http://www.todb.ca.gov/agendas-minutes>